



DEPARTMENT OF THE TREASURY
BUREAU OF ENGRAVING AND PRINTING
WASHINGTON, D.C. 20228

February 21, 1997

Dear Prospective Offeror:

The Bureau of Engraving and Printing (BEP) is conducting Market Research to ascertain the commercial availability of a Pelletizing/Briquetting system to convey disintegrated stamp paper into solid logs.

Attached you will find a Commercial Item Questionnaire regarding information the BEP requires on commercial Pelletizing/Briquetting systems. The BEP envisions that the system will include the following minimum features:

- 1) Off-line type system;
- 2) Capability to process at least 1,500 pounds of postage stamp paper per hour;
- 3) Capability to convey the disintegrated material and make logs approximately 2" long, 1-1/2" wide, and 1/2 - 3/4" thick; and
- 4) Capability to compress the material to attain a minimum log loading density of 1,000 pounds per cubic yard.

If your company is capable of providing commercial Pelletizing/Briquetting systems that meet the general performance parameters set forth above, please complete and return the Commercial Item Questionnaire (Enclosure) along with information on your product lines and/or a statement of your product's capabilities.

Please submit the Commercial Item Questionnaire and any corresponding product literature no later than February 27, 1997, to the following address: Bureau of Engraving and Printing, Office of Procurement, Room 705A, 14th & C Streets, S.W., Washington, D.C. 20228-0001, Attn: Tina McGuire. You may also telefax your Questionnaire to (202) 874-2200.

The attached Questionnaire is **not** a request for proposals. It is a means of acquiring information on the commercial availability of Pelletizing/Briquetting systems which may satisfy the BEP's requirement. This information will be analyzed to determine the most suitable approach for ensuring that BEP's mission can be fulfilled through the acquisition of the most efficient and cost effective system available commercially.

The BEP may contact those companies determined to be capable of supplying the systems for more information. However, **any company expressing an interest in this requirement by completing the attached Questionnaire will automatically be added to the BEP's mailing list for any Solicitation which results from this Market Research.** The Government is in no way obligated to pay for the information submitted, nor reimburse companies for the cost incurred in submitting the requested information.

Sincerely,



Efrain J. Fernandez
Contracting Officer

Enclosure

COMMERCIAL ITEM QUESTIONNAIRE

Bureau of Engraving and Printing
Equipment and Services Contracts Division

Name of Company: _____

Attn: _____

Address: _____

Telephone No.: _____ Fax No.: _____

1. The standard Industrial Classification Code (SIC) for this requirement is **3559**. The basis of determining whether a company is a small business for this SIC Code is whether the company has 500 or fewer employees, including affiliates. Based on that standard, is your company a small or large business?

Small Business (500 or fewer employees) _____

8(a) _____

Women-owned _____

Large Business (500 or more employees) _____

2. Do you wish to be added to the BEP's mailing list for a potential Solicitation resulting from this Market Research?

Yes _____ No _____

3. Does your company customarily provide Pelletizing/Briquetting systems to the commercial marketplace which have the capability to convey the disintegrated material and make big to medium size logs, compress the material to attain a minimum log loading density of 1,000 pounds per cubic yard, process at least 1,500 pounds of postage stamp paper per hour, as well as provide an off- line type system?

Yes _____ No _____

If so, please provide a brief description of your product's make/model: **(you are also encouraged to attach any corresponding sales brochures or specifications pertaining to your company's system).**

4. Is it customary for your company to retrofit or modify the Pelletize/Briquetting system to meet unique commercial customer needs?

Yes _____ No _____

If so, please indicate the types of modifications or adaptations which are customarily made for commercial customers:

5. Please describe the standard commercial warranty for this type of inspection system (e.g., one year parts & labor, etc.) or attach a copy of your standard warranty:

6. Is your company ISO 9000 certified? If not, briefly describe your quality control program or attach a copy of your program.

7. Please describe the financing arrangements under which commercial sales of this type of Pelletizing/Briquetting system are customarily made (e.g., payment upon delivery; installment, etc.).

8. Does your company customarily provide training to customer operation and maintenance personnel?

Yes _____ No _____

If so, please describe the type and duration of training customarily provided to commercial customers:

9. Is it commercial practice to conduct inspection and testing of the system prior to delivery/shipment from the manufacturer's facility?

Yes _____ No _____

If so, please describe the duration and extent of inspection and testing customarily provided to commercial customers:

10. Please describe the customary delivery, installation, and start-up procedures and time frames for this type of system:

11. Please describe the commercial practice for distribution of spare parts for this type of system:

12. Please describe if your commercial system provides any energy efficient aspects that the Government should be aware of when developing its specification:

13. Please describe the requirements of any laws and/or regulations which are unique to this type of system:

14. Please provide a ballpark price for this type of Pelletizing/Briquetting system:
